



## **PLANNING DEPARTMENT STAFF REPORT AND FINDINGS:**

### **ROLLING MEADOWS PHASE 1 SUBDIVISION PRELIMINARY APPROVAL (SUB-20-26)**

#### **Application Summary:**

Phase 1 consisting of a 92-unit Tentative subdivision proposal. Eight of the 92 proposed lots are designated for medium-density residential development (duplexes.)

#### **Owner(s):**

Oaklea Enterprises, Inc. 1210 Rose Street, Junction City, OR 97448

#### **Applicant(s)**

Pacific National Development, Inc. P.O. Box 3550, Salem, OR 97302

#### **Applicant's Representative:**

Marc Cross, Rhine-Cross Group, LLC (541) 851-9405

#### **Lead City Staff:**

Henry Hearley, Lane Council of Governments (LCOG) and Tere Andrews, City of Junction City Planning Technician

#### **Subject Property/Zoning/Location:**

10<sup>th</sup> Ave and Oaklea Drive at the Southwest corner of the intersection. Assessor's Map and Tax Lot 15-04-31-00, tax lots 2400 and 2500. Zoned Residential Mixed Densities.

**Wetlands:** Delineated wetlands present on lots 8, 7 and 18 for Phase 1. Applicant is working with Mr. Charles Redon at DSL for an updated Wetland Delineation.

#### **Relevant Dates:**

Application originally submitted on August 24, 2020; deemed complete on August 28, 2020; Staff report issued on October 14, 2020; Planning Commission Public Hearing held on October 21, 2020.

**Addendum Forthcoming:** Staff will be publishing an addendum to this staff report containing comments from Lane County Transportation Planning, Applicant response to comments and other last-minute additions, by the close of business on Friday, October 16<sup>th</sup>.

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#### **Present Request:**

The applicant is requesting Phase 1 tentative approval of a 92-lot subdivision. The Phase 1 tentative subdivision is part of a larger PUD development that includes seven total Phases. Eight of the 92 proposed lots are designated for medium-density residential development (duplexes.)

**Public Notice and Referrals:**

Public notice of the proposed Phase 1 subdivision is required as part of the preliminary approval criteria. The Planning department mailed notice of the application on September 30, 2020, in accordance with the applicable requirements of JCMC 17.150.080. The Planning department also provided information concerning the application to other appropriate City departments, public agencies, and service providers on August 28, 2020. All referral and public comments received by the Planning Division on this application are included in their entirety in the application file for reference and addressed in the context of applicable approval criteria and standards in the following evaluation, as well as included in this staff report as **Attachment M** for public comments received and **Attachment N** for referral comments received. Subsequent stages of the PUD process will require compliance with applicable public noticing standards set forth under JCMC 17.150.080.

**Wetlands:** The applicant has completed a wetland delineation in the past, but it has since then expired. The Army Corps of Engineers have submitted comment on this matter (see **N**). The City has sent initial wetland notice to DSL that the project involves wetlands (see **Attachment G**). To the City's knowledge, the applicant has not yet submitted a new wetland delineation report to DSL for review and concurrence. As such, this will be a condition of approval prior to any earth-moving activities on lots 7, 8 or 18.

**General Property Information:**

The applicant is requesting approval of a 92-lot subdivision that is intended for residential purposes. Of the 92 proposed lots, eight are proposed for development as medium density residential. The proposal under consideration is only Phase 1 of the development. The larger development consists of seven total phases. The subject property is 85.4 acres and is located within the City Limits of Junction City. The site is bounded to the East by Oaklea Drive beyond which are sited rural residential properties. To the north is a partially development residential property known as "The Reserve at Junction City." The properties located to the south side of the subject property are larger properties that are outside of the City Limits and zoned Farm Use by Lane County. The site has direct access to Oaklea Drive directly across from the intersecting roads of 6<sup>th</sup> and 10<sup>th</sup> Avenues.

Presently, the subject property is vacant, bare land and is being used for farming practices. Fire protection services are provided by the Junction City Rural Fire District. The site has the ability to receive city water and sewer services. Other utilities are readily available and exist within public right-of-way.

**Evaluation:**

The following recommended findings for Planning Commission to consider demonstrate that the proposal for Phase 1 of the Rolling Meadows Subdivision complies with the applicable criteria or appropriate conditions of approval can be applied. The proposal is weighed against applicable standards of the Junction City Municipal Code (JCMC). The approval criteria and related standards applicable at this time are listed below in **bold**, with findings addressing each.

**JCMC CHAPTER 16.05 SUBDIVISIONS**

#### **16.05.040 Subdivisions and major partitions.**

- A. Submitting Preliminary Plan.** A preliminary plan shall be submitted to the secretary of the planning commission attached to an application for approval in the form prescribed by the city together with 19 additional copies of the preliminary plan.

**FINDING:** The applicant submitted a tentative subdivision proposal for Phase 1 with the necessary information in order for staff to deem the application complete and make recommended findings for Planning Commission's consideration. Criterion met.

#### **B. Preliminary Plan Requirements.**

**FINDING:** The applicant's preliminary plan for Phase 1 includes the necessary information in order for staff to deem the application complete and make recommended findings for Planning Commission's consideration. Criterion met.

#### **C. Review of Preliminary Plan.**

**FINDING:** The preliminary plan, for Phase 1 subdivision, submitted by the applicant will be reviewed according to the relevant criteria listed under this section. Copies of the submitted plan were distributed to Lane County, State of Oregon, federal agencies, Junction City school district, Junction City water control district, the City Recorder and Public Works Staff for review. Comments received are included in this staff report as **Attachments M and N**. Criterion met.

#### **D. Approval Preliminary Plan.**

**FINDING:** Consistent with JCMC, approval of the tentative subdivision plat for Phase 1 will be given by Planning Commission after a review of the applicable criteria, proposed findings, public hearing and public comments. If approved, the subdivider may proceed with final surveying, preparation of the final plat. Approval of a tentative subdivision plat shall be effective for two years. An extension of up to two years may be granted, consistent with JCMC.

#### **16.05.050 Platting and mapping standards.**

##### **A. Streets.**

##### **1. Dedication.**

**a. Generally.** The planning commission may require adequate and proper streets, including arterials, collector streets, local streets, and other streets, to be dedicated to the public by the partitioner or subdivider, of such design and in such location as are necessary to facilitate provision for the transportation and access needs of the community and the partition or subdivision area, in accordance with the purpose of this chapter.

##### **b. Master Street Plan.**

**i. Submitting Plan.** The planning commission shall prepare and submit to the council a master street plan or plans and amendments thereto, for the city or such portions

thereof as necessary, indicating streets and street systems needed to provide for the transportation needs of the community in its normal growth.

ii. **Adoption of Plan.** Upon adoption and approval by the council of any such plan or amendment thereto, as from time to time may be submitted by the planning commission, a copy shall be kept in the planning office for the use and information of the general public.

iii. **Effect of Adoption.** Any such plan or plans and amendments thereto adopted by the council shall be considered by the planning commission to be a correct designation of the transportation, access, and safety needs of the area or areas included with respect to the streets designated thereon, for the purpose of determining design and location of streets to be required under JCMC 16.05.040, unless convincing evidence to the contrary is presented to the planning commission.

**FINDING:** Phase 1 will take access into the subdivision from 10<sup>th</sup> Avenue at two separate points. All streets and roads, associated with Phase 1, shown on the preliminary subdivision plan will be dedicated to the City at the time of final plat approval. By viewing the larger PUD, additional access will occur in subsequent phases that includes an additional access point from 10<sup>th</sup> Avenue and a new access point off of 6<sup>th</sup> Avenue. The master plan is laid out to minimize dead end streets and maximize cross circulation within the subdivision so that no one road becomes the main thoroughfare within the development. The subject property will be eventually connected to Oaklea Drive at 10<sup>th</sup> and 6<sup>th</sup> Avenues, where intersections currently exist. To see the entire street network, refer to **Attachment H**, which is the Final PUD master map. Criterion met.

## **2. Width.**

a. **Generally.** Widths of street right-of-way and paving design for streets shall be not less than those set forth in the table below; except that for a street abutting land not in the partition or subdivision area a lesser width may be allowed, in the discretion of the planning commission, where the partitioner or subdivider presents a satisfactory plan whereby such street will be expanded to the width otherwise required.

b. **Existing Adjacent Street.** The widths of street right-of-way provided in the table below shall be the minimum widths of right-of-way for streets existing along and adjacent to any boundary of the partition or subdivision area; and the partitioner or subdivider shall dedicate additional right-of-way, as determined by the planning commission in accordance with such table, for any such adjacent street where the existing width of right-of-way for such street is less than the minimum in such table.

c. **Slope Easements.** Slope easements shall be dedicated in accordance with specifications adopted by the council under this section:

**Table 16.05.050: Street Standards**

<b>Type of Street</b>	<b>Right-of-Way Width</b>	<b>Paving Width *</b>	<b>Sidewalk Width **</b>	<b>Bike Lane Width</b>
<i>Arterials</i>	<i>60' – 120' ****</i>	<i>36' – 52'</i>	<i>6.5'</i>	<i>6'</i>
<i>Major and Minor Collector Streets</i>	<i>50' – 80' ****</i>	<i>34' – 46'</i>	<i>5.5'</i>	<i>6' (if required)</i>
<i>Local Streets</i>	<i>40' – 60'</i>	<i>20' – 36'</i>	<i>5.5'</i>	<i>Not required</i>
<i>Other Local Streets</i>	<i>40' – 60'</i>	<i>20' – 36'</i>	<i>5.5'</i>	<i>Not required</i>
<i>Cul-de-Sacs</i>	<i>40' – 50'</i>	<i>28' – 36'</i>	<i>5.5'</i>	<i>Not required</i>
<i>Cul-de-Sacs Bulb</i>	<i>92' ***</i>	<i>70' ***</i>	<i>5.5'</i>	<i>Not required</i>
<i>Hammerhead or “T” stubs</i>	<i>30' “T” end</i>	<i>15' – 20'</i>	<i>5.5'</i>	<i>Not required</i>

*\* Paving measured from inside of curb to inside of curb.*

*\*\* Includes six-inch curb width.*

*\*\*\* Measured by diameter of circle constituting circular end.*

*\*\*\*\* The planning commission may require a width within the limits shown based upon adjacent physical conditions, safety of the public, and the traffic needs of the community, and in accordance with specifications adopted by the council under this section.*

**FINDING:** The applicant proposes that all streets within the subdivision to be dedicated as City streets. The streets are proposed to match the streets layout within the adjacent Reserve at Junction City PUD with 50 foot right of way, 36-foot paved width, (2) 5.5-foot curb and sidewalk. All future streets shall be completed in compliance with the Public Works Design Standards. The extension and dedication of 10<sup>th</sup> Ave is complete. Public Works has indicated to staff that they’ve already reviewed and approved the proposed street plans for construction, if tentative subdivision approval is granted.

**3. Reserve Strips.** The planning commission may require the partitioner or subdivider to create a reserve strip controlling the access to a street, said strip to be placed under the

jurisdiction of the council, when the planning commission determines that a strip is necessary:

- a. To prevent access to abutting land at the end of a street in order to assure the proper extension of the street pattern and the orderly partitioning or subdivision of land lying beyond the street; or
- b. To prevent access to the side of a street on the side where additional width is required to meet the right-of-way standards provided in the table of subsection (A)(2)(c) of this subsection; or
- c. To prevent access to land abutting a street of the partition or subdivision, but not within the tract or parcel of land being partitioned or subdivided; or
- d. To prevent access to land unsuitable for building development.

**FINDING:** The applicant proposes that during each phase of the development, the subdivision plat will provide a dedicated reserve strip of land at the phase line as required by this section. The tentative subdivision plat shows five spots in which Reserve Strips will be required, as part of Phase 1. These five spots are 1) at the terminus of 9<sup>th</sup> Ave, 2) at the terminus of 8<sup>th</sup> Ave, 3) at the terminus of Lucia Ave, 4) at the southerly terminus of Darlington Ave and 5) at the southerly terminus of Echo Mountain Drive. Said Reserve Strips shall be placed under the jurisdiction of the City of Junction City by deed and shall be shown on the final plat and deed recorded, prior to final plat approval. Staff will implement a condition of approval for reserve strips. Staff find this criterion conditionally met.

**Conditions of Approval #1:** Prior to final plat approval, the applicant shall deed to the City a piece of land 1-foot in width, extending the entire right-of-way, and show on the final plat, reserve strips at the phase line for the termination of streets associated with Phase 1.

Reserve Strips shall be under the jurisdiction of the City until such time tentative subdivision approval is granted to subsequent phases of the PUD.

#### **4. Intersections of Streets.**

- a. **Angles.** Streets shall intersect one another at an angle as near to a right angle as is practicable, considering topography of the area and previous adjacent layout; where not so practicable, the right-of-way and street paving within the acute angle shall have a minimum of 30-foot centerline radius where such angle is not less than 60 degrees. In the case of streets intersecting at an angle of less than 60 degrees, then of such minimum as the planning commission may determine in accordance with the purpose of this chapter.
- b. **Jogs.** Intersections shall be so designed that no jog dangerous to the traveling public is created as a result of staggering of intersections; and in no case shall there be a jog of less than 100 feet between nearest or adjacent right-of-way lines.

**FINDING:** Streets are laid out to minimize dead end streets and maximize cross circulation within the subdivision so that no one road becomes the main thoroughfare within the development. All streets intersect at 90-degree angles with the exception of the most westerly road where the curve of the road follows the delineated wetland, where some intersections are the minimum allowed of 60 degrees. The applicant states there are no intersection jogs and mid-block intersections are greater than 100 feet from each other as measured from their respective rights-of-way. Criterion met.

**5. Topography. The layout of streets shall give suitable recognition to surrounding topographical conditions, in accordance with the purpose of this chapter.**

**FINDING:** The topography of the land is relatively flat, with a slight slope from east to west toward Flat Creek. As such, the proposed street layout complies with this criterion. Criterion met.

**6. Future Extension of Streets. Where the partition or subdivision area is adjacent to land likely to be partitioned or subdivided in the future, streets shall continue through to the boundary lines of the tract under the same ownership of which the subdivision area is a part, where the planning commission determines that such continuation is necessary to provide for the orderly partitioning or subdivision of such adjacent land, or the transportation and access needs of the community.**

**FINDING:** Three street stubs are proposed at the northerly and southerly property lines, respectively. The lands to the north of the subject property is planned for future residential development. The area to the south would not likely be developed until the UGB is expanded, but street stubs will also be placed here. Since the proposal is only for Phase 1, only two street stubs are required for Phase 1, these two stubs will be placed adjacent to 10<sup>th</sup> Ave at the northly terminus of Darlington and Echo Mountain Road. This will be a condition of approval. Staff find this conditionally met.

**Condition of Approval #2:** Prior to final plat approval for Phase 1, the applicant shall install a street stub at the northly extension of Echo Mountain Road, where it intersects with 10<sup>th</sup> Ave and one street stub at the northly extension of Darlington Road, where it intersects with 10<sup>th</sup> Ave. Presence of these two street stubs shall be shown on the final plat.

**7. Cul-de-Sacs. There shall be no cul-de-sacs more than 400 feet long or serving more than 18 single-family dwellings. Each cul-de-sac shall have a circular end with a minimum diameter of right-of-way width and paving as shown in the table of subsection (A)(2)(c) of this subsection.**

**FINDING:** There are no cul-de-sacs proposed for Phase 1. However, staff point out, the larger PUD development will include two cul-de-sacs in later phases. Staff find this criterion not applicable.

**8. Street Names. Streets that are in alignment with existing named streets shall bear the names of such existing streets. Names for streets that are not in alignment with existing streets are subject to approval by the planning commission and shall not unnecessarily duplicate or resemble the name of any existing or platted street in the city. All streets running in a generally north and south direction shall be named in alphabetical order to conform to the established pattern in the city.**

**FINDING:** The proposed street names running vertical in the PUD, match the established pattern as seen in the Reserves at Junction City development to the north. The horizontal streets, with a number pattern need to be adjusted because “Lucia Avenue” is not a numbered street pattern. Staff find the simple renaming of Lucia Avenue to a name found acceptable by the City can easily be completed by the applicant, after tentative approval. Staff directs Public Works and the applicant to review the street name and find an acceptable name that conforms to the established City naming standards. Staff will implement a condition of approval for this to occur. Staff will make a note in the Final PUD map that any changes made to street names shall also be reflected on the Final PUD map.

**Condition of Approval #3:** Prior to final plat approval for Phase 1 of the subdivision, the applicant shall present to Public Works a city street naming convention, consistent with adopted naming standards. The street in question that does not conform to standards is Lucia Avenue. Staff note Lucia Avenue may not be the only street that ends up getting renamed in this process. Any changes to street names shall concurrently be reflected on the operating Final PUD Master Map.

**9. Grades and Curves. Unless otherwise approved by the planning commission because topographical conditions will not reasonably permit, grades shall not exceed six percent on arterials, 10 percent on collector streets, or 12 percent on all other streets. Centerline radii on curves shall not be less than 300 feet on arterials, 200 feet on collector streets, or 100 feet on all other streets.**

**FINDING:** The applicant has indicated in their narrative that all streets will have grades less than 5% and centerline radiuses of less than 100 feet for the Local Streets. Criterion met.

#### **10. Access Management.**

**a. Shared Access. Subdivisions with frontage on the state highway system shall be designed to have a shared access point to and from the highway. All such subdivision accesses shall be reviewed by the Oregon Department of Transportation.**

**FINDING:** The property fronts Oaklea Drive, being a road under the jurisdiction of Lane County. No access to roads controlled by ODOT are proposed. Criterion met.

#### **b. Connectivity.**

**i. The street system of proposed subdivisions shall be designed to connect with existing, proposed, and planned streets outside of the subdivision as provided in this section.**

**FINDING:** Street stubs are proposed to the north and south of the subject property at two locations to preserve future rights-of-way. Subsequent phases will also be required to place street stubs for preserve future rights-of-way. Criterion met.

**ii. Wherever a proposed development abuts unplatted land or a future development phase of the same development, street stubs shall be provided to provide access to abutting properties or to logically extend the street system into the surrounding area.**



**All street stubs shall be provided with a turn-around. Removal of the turn-around shall be at the option and cost of the owner of the lot where the turnaround is located.**

**FINDING:** As mentioned in the above finding, street stubs will be placed at the northerly and southerly ends of the subject property to preserve future rights-of-way. Street stubs will be placed as phased development occurs. Phase 1 involves the placement of two street stubs and has been conditioned in this staff report. Criterion met.

**iii. Minor collector and local residential access streets shall connect with surrounding streets to permit the convenient movement of traffic between residential neighborhoods or facilitate emergency and evacuation. Connections shall be designed to avoid or minimize through traffic on local streets.**

**FINDING:** The property fronts Oaklea Drive, a road under the jurisdiction of Lane County. No access to a road controlled by ODOT is proposed. Access to Phase 1 is no longer proposed off Oaklea Drive. Access to Phase 1 of the subdivision will occur from the newly dedicated and improved 10<sup>th</sup> Ave. Access to the PUD from Oaklea Drive will begin with the development of Phase 2, when the intersection of 6<sup>th</sup> Ave and Oaklea Drive are proposed to access the subdivision.

Staff have sent referral comment to Lane County Transportation Planning for review and comment on the proposal, with respect to Oaklea Drive and other transportation issues. At the time of writing this staff report, the City has not yet received comments from Lane County Transportation. Those comments are expected soon and if they're not received in time to be included in this staff report, staff will draft an addendum to this staff report ahead of the public hearing.

## **B. Alleys.**

**1. Dedication.** The planning commission may require adequate and proper alleys to be dedicated to the public by the partitioner or subdivider of such design and in such location as necessary to provide for the access needs of the partition or subdivision area in accordance with the purpose of this chapter.

**2. Width.** Width of right-of-way and paving design for alleys shall be not less than 20 feet, except that for an alley abutting land not in the partition or subdivision area a lesser width may be allowed, in the discretion of the planning commission, where the partitioner or subdivider presents a satisfactory plan whereby such alley will be expanded to the width otherwise required. Slope easements shall be dedicated in accordance with specifications adopted by the planning commission.

**3. Corner Cut-Offs.** Where two alleys intersect, 10-foot corner cut-offs shall be provided.

**4. Grades and Curves.** Unless otherwise approved by the planning commission where topographical conditions will not reasonably permit, grades shall not exceed 12 percent on alleys, and centerline radii on curves shall not be less than 100 feet.

**5. Other Requirements.** All provisions and requirements with respect to streets shall apply to alleys the same in all respects as if the word “street” or “streets” therein appeared as the word “alley” or “alleys,” respectively.

**FINDING:** No alleys are proposed as part of this Phase-1 Tentative Subdivision application. Therefore, these criteria do not apply.

**C. Blocks.**

**1. Block Length.** Block length shall not exceed 600 feet. In residential and commercial zones, maximum block perimeter shall be 1,600 feet. The planning commission may allow exceptions where pedestrian pathways are utilized as mid-block connections between streets.

**FINDING:** The applicant has indicated in their application narrative that all proposed block lengths are less than 600 feet.

**2. Street Connectivity.** In order to promote efficient vehicular and pedestrian circulation throughout the city, land divisions and developments greater than two acres in size shall produce complete blocks bounded by a connecting network of public and/or private streets, in accordance with the following standards:

a. The proposed development shall include street connections in the direction of all existing or planned streets within one-quarter mile of the development site. The proposed development shall also include street connections to any streets that abut, are adjacent to, or terminate at the development site.

b. The proposed development shall include streets that extend to undeveloped or partially developed land that is adjacent to the development site.

c. The requirements of subsections (C)(2)(a) and (b) of this section do not apply if it is demonstrated that the connections cannot be made due to impact of natural resource areas such as wetlands, streams, or upland wildlife habitat area or where existing development on adjacent lands, including previously subdivided vacant parcels, precludes a connection now or in the future.

**FINDING:** As indicated earlier in this staff report, street stubs are proposed at the northly and southerly property lines. No street stubs are proposed to the west as this property is owned by the City of Junction City and contains the sewer treatment facility for the City. Street connections to Oaklea Drive are proposed to match the existing 10<sup>th</sup> Ave and 6<sup>th</sup> Ave intersections. Staff find the applicant has adequately addressed street connectivity. Criterion met.

**3. Pedestrian Ways.** When necessary for public convenience and safety, the planning commission may require the partitioner or subdivider to dedicate to the public pedestrian ways 10 feet in width to connect to cul-de-sacs, to pass through oddly shaped or unusually

**long blocks, or to provide access to schools, parks, or other public areas, of such design and location as reasonably required to facilitate pedestrian travel.**

**FINDING:** Phase 1 will include two pedestrian walkways in between lots 85 and 86 and another adjacent to lot 78. These pedestrian walkways will provide pedestrian access to the recreational paths proposed along the delineated wetlands that run the length of the subject property on the western side. Notwithstanding, staff are unable to discern the width of the pedestrian walkways, no evidence is located in the record as to the proposed width. JCMC calls for a pedestrian walkway of 10-feet. Staff will include a condition of approval for the two pedestrian walkways involved in Phase 1 to be not less than 10 feet in width. Staff find this criterion conditionally met.

**Condition of Approval #4:** Prior to final plat approval for Phase 1 of the subdivision, the applicant shall submit evidence, to the Planning Commission, showing the two pedestrian walkways located between lots 85 and 86 and adjacent to lot 78 are not less than 10 feet in width.

**4. Easements for Utilities. Dedication of easements for stormwater sewers and for access thereto for maintenance, in order to safeguard the public against flood damage and the accumulation of surface water, and dedication of easements for sanitary sewers and for access thereto for maintenance, and dedication of easements for other public or private utilities, may be required of the partitioner or subdivider by the planning commission along lot rear lines, lot side lines, or elsewhere as necessary to provide needed facilities for present or future development of the area in accordance with the purpose of this chapter. Easements for utility lines shall be not less than 14 feet in width; except that, for an easement abutting land not in the partition or subdivision area, a lesser width may be allowed, in the discretion of the planning commission, where the petitioner or subdivider presents a satisfactory plan whereby such easement will be expanded to the width otherwise required.**

**FINDING:** The dedication for easements related to Phase 1 of the subdivision will be required as a condition of approval. Staff notes the Final PUD approval also contains a similar condition. The requirement for the identification and dedication of easements for utilities is standard. Staff will implement a condition of approval for the final plat to show all easement for utilities and proof of dedication, before final plat approval. The proposal includes a standard 10-foot Public Utility Easement (PUE) which fronts the street rights-of-way. The proposed PUE are meant for dry utility companies, such as power, telephone, cable TV and gas. The applicant has indicated that, where they have sewer, water or storm line that is not within the right-of-way, a minimum of a 14-foot wide easement will be dedicated (see **Attachment I**). Staff find this criterion conditionally met.

**Condition of Approval #5:** Prior to final plat approval, the applicant shall show all easements for utilities on the final plat and provide proof of dedication for all easements.

**D. Perimeter Fences. Perimeter fences shall be required where rear yards abut an existing or planned street. The perimeter fence shall be sight-obscuring and at least five feet in height, and shall be set back at least three feet from the sidewalk or right-of-way. At least one deciduous shade tree (a minimum of two inches in caliper at planting) shall be provided for**

**each 50 lineal feet of frontage. At the time of application review, the planning commission may also require additional subdivision perimeter fencing, retaining walls, or other perimeter treatment in order to address privacy, stormwater runoff, or other issues relating to compatibility with adjacent properties.**

**FINDING:** In Phase 1 of the subdivision there are no instances where rear yards of lots abut an existing or planned street. As such, staff find a perimeter fence is not required. However, the code provision grants Planning Commission some discretion. Planning Commission may require additional subdivision perimeter fencing, retaining walls, or other permitted treatment in order to address privacy, stormwater runoff, or other issues relating to compatibility with adjacent properties. Staff find this criterion met, but request Planning Commission review the matter. Staff will note, as part of the larger phased subdivision development, a perimeter fence will be required when development of lots occur adjacent to Oaklea Drive. The Final PUD map does show a perimeter fence (sight and sound barrier fence) in place at this location.

**E. Lots. Lot sizes in mobile home subdivisions shall conform to the provisions of Chapter 17.100 JCMC, Mobile Homes, rather than this subsection (E).**

**1. Size and Frontage.**

**a. General Requirements.**

**i. Width. Each lot shall have an average width between the lot side lines of not less than 60 feet. Each corner lot and each authorized key lot and butt lot shall have an average width between the lot side lines of not less than 65 feet.**

**FINDING:** The applicant has an approved deviation from the minimum lot width standards as part of the Stage 2 PUD process. The Planning Commission approved the tentative PUD plan for the applicant that allowed for a lot width minimum of 50-feet. The final order from the tentative PUD approval is included in this staff report as **Attachment D**. Staff find this criterion met.

**ii. Depth. Each lot shall have an average depth between the lot front line and the lot rear line of not less than 80 feet and not more than two and one-half times the average width between the lot side lines. Each double frontage lot shall have an average depth between the lot front line and lot rear line of not less than 120 feet, unless a lesser depth is approved by the planning commission where necessitated by unusual topographic conditions.**

**FINDING:** As shown on the preliminary subdivision plat for Phase 1 (see **Attachment J**), all lots have at least 80 feet. There are no double frontage lots associated with Phase 1 of the subdivision. Criterion met.

**iii. Area. Minimum lot area shall be in accord with requirements for the zoning district within which the lot is located.**

**FINDING:** The applicant has an approved deviation from the minimum lot area of 6,000 square feet in the R1 zone. The reduction to 5,000 square feet was approved by Planning Commission as part of the Stage 2 PUD approval process. Staff find the lots designated for single-family homes in Phase 1 are above the approved 5,000 square foot minimum. Additionally, included in Phase 1 are eight lots designated as Medium Density Residential, it's anticipated duplexes will be placed on these eight lots. The applicant also has an approved reduction of the minimum lot area for the R2 zone to 4,500 square feet. Staff find the eight lots designated as Medium Density Residential are above 4,500 square feet, as seen on the tentative maps for Phase 1. Criterion met.

**iv. Frontage. Each lot shall have frontage of not less than 60 feet upon a street, except that a lot on the outer radius of a curved street or facing the circular end of a cul-de-sac shall have frontage of not less than 35 feet upon a street, measured on the arc.**

**FINDING:** The applicant has an approved reduction in frontage requirements as approved by Planning Commission during Stage 2 of the PUD process. As such, the minimum frontages are as follows: Lots proposed for R1 shall have a minimum of 50 feet, lots proposed in the R2 Duplex area shall have a minimum of 45 feet. Staff find the minimum frontages have been met. Criterion met.

**v. Reverse Frontage.**

**(A) Lots that front on more than one street shall be required to locate motor vehicle accesses on the street with lower functional classification.**

**(B) When a residential subdivision is proposed that would abut an arterial, it shall be designed to provide through lots along the arterial with access from a frontage road or interior local road. Access rights of these lots to the arterial shall be dedicated to the city and recorded with the deed (reserve strip). A berm or buffer yard may be required at the rear of through lots to buffer residences from traffic on the arterial. The berm or buffer yard shall not be located within the public right-of-way.**

**FINDING:** There are no reverse frontage lots involved in Phase 1 of the subdivision. Criterion not applicable.

**b. Exceptions.**

**i. Partition or Subdivision Area Developed as a Unit. The planning commission may, in its discretion, authorize relaxation of the parcel or lot size and frontage requirements specified herein where the partitioner or subdivider presents a plan satisfactory to the planning commission whereby the entire partition or subdivision area will be designed and developed with provision for proper maintenance of recreation and park area which will be commonly available for recreation and park purposes to the residents of the partition or subdivision area, and which the planning commission determines will be of such benefit to said residents as is equal to that which would be derived from**

**observance of the parcel or lot size and frontage requirements otherwise specified, and will be in accordance with the purpose of this chapter.**

**FINDING:** The applicant will be providing park and recreation areas for Phase 1. The City is willing to take ownership and maintenance responsibilities of the Parks and Open Spaces, once completed. The parks and open space involved in Phase 1 include the creation of a recreational hiking/running path adjacent to the natural wetland features and the creation of one-half of a park located at the southwestern corner of Phase 1. The applicant has submitted landscaping and wetland enhancement plans as seen in **Attachment K**. The parks and open space area requirements were already found to be met as part of the Stage 2 PUD approval process. Staff find this criterion met.

**ii. Land Zoned for Commercial or Industrial Use. The planning commission may, in its discretion, authorize relaxation of the parcel or lot size and frontage requirements specified herein in the case of land zoned for commercial use, where such relaxation is necessary in consideration of the suitability of the land for such use, and in accordance with the purpose of this chapter.**

**FINDING:** The proposal does not involve any lands zoned for commercial or industrial use. Staff finds this criterion does not apply.

**iii. Parcel or Lot Retained for Future Partition or Subdivision. The planning commission may, in its discretion, waive parcel or lot frontage requirements where, in its judgment, a parcel or lot should and will be retained by the partitioner or subdivider, and future partition or subdivision of such parcel or lot will be the highest and best use thereof, and such use will be best protected by the creation of a reserve strip separating such parcel or lot from any street.**

**FINDING:** The PUD will have lots retained for future single, medium and high-density subdivision and reserve strips have already required as a condition of approval at the Phased line for Phase 1. The lot and frontage requirements have already been reduced during the Stage 2 PUD approval process by Planning Commission. Those reduced requirements will carry on throughout the PUD as it develops. Criterion met.

**2. Key Parcels or Lots and Butt Parcels or Lots. There shall be no key parcels or lots nor butt parcels or lots, except where authorized by the planning commission where such parcels or lots are necessitated by unusual topographic conditions or previous adjacent layout.**

**FINDING:** No Key lots or Butt lots are proposed with this application. Therefore, this criterion does not apply.

**3. Parcel and Lot Side Lines. As far as is practicable, parcel and lot side lines shall run at right angles to the street upon which the parcels or lots face, except that on curved streets they shall be radial to the curve.**

**FINDING:** Staff find the applicant's engineer and surveyor submitted plans that, to the greatest extent

possible, have lot lines that are either radial or perpendicular to the street right of way. Staff find this criterion met.

**4. Suitability for Intended Use.** All parcels and lots shall be suitable for the purpose for which they are intended to be used. No parcel or lot shall be of such size or design as to be detrimental to the health, safety, or sanitary needs of the residents of the partition or subdivision area or of such parcel or lot, as determined by the planning commission in accordance with the purpose of this chapter.

**FINDING:** Staff find that all proposed lots are designed to meet the Junction City zoning regulations, when taking into consideration the Stage 2 PUD approval by Planning Commission, and provide for the health, safety, and sanitary needs of the future residents. Staff find this criterion met.

**5. Future Partitioning or Subdivision of Parcels or Lots.** Where the partition or subdivision will result in a parcel or lot one-half acre or larger in size which, in the judgment of the planning commission, is likely to be partitioned or subdivided in the future, the planning commission may require that the location of parcel or lot lines and other details of layout be such that future partition or subdivision may readily be made without violating the requirements of this chapter and without interfering with orderly extension of adjacent streets. Any restriction of buildings within future street locations shall be made a matter of record, if the planning commission deems it necessary for the purpose of future subdivision.

**FINDING:** The applicant has an approved Stage 2 PUD showing how the remaining acreage of the subject property will be developed. Stage 3, final approval, of the PUD will be reviewed by Planning Commission as a TYPE II process. The subsequent future subdivision Phases will all be required to be reviewed by Planning Commission approval. With respect to Phase 1, there are no lots remaining after subdivision that are one-half acre or more in size. Staff find the applicant's PUD map meets this criterion.

**6. Panhandle Lots.** Panhandle lot configurations shall not be utilized in new subdivisions. The planning commission may authorize exceptions from frontage requirements for panhandle lots in the R1 and R2 zones only in established neighborhoods;

**FINDING:** No Panhandle Lots are proposed as part of this Subdivision application, or throughout the larger PUD. The provision for no panhandles to be authorized was also included in the Stage 2 PUD tentative approval process. Therefore, the criteria listed under JCMC 16.05.050(E)(6) are not applicable.

**F. Drainage.** Where land in the partition or subdivision area is or will be periodically subject to accumulations of surface water or is traversed by any water course, channel, stream or creek, the planning commission may require the partitioner or subdivider to provide for adequate unrestricted drainage over drainage land by dedicating to the public easements therefor approved by the planning commission as adequate for the drainage needs of the area; or,

where necessary, in the judgment of the planning commission, for protection of such needs, by conveying ownership of such drainage land for drainage purposes to the city.

**FINDING:** The applicant has completed a stormwater drainage plan for Phase 1, and it has been reviewed and approved by the City Engineer (see **Attachment L**), but **Junction City Water Control District will require plans to be reviewed for any stormwater drainage into Junction City Water Control drainage ways to be reviewed by EGR Engineering at the developer's expense (See Attachment O)**. Staff have included this as an information item for the applicant to be aware of. A drainage plan will be designed with the construction drawings for each phase of the subdivision. The overall plan will be to provide master drainage facilities designed to service the entire development, with expansion of the system being constructed with each phase. The drainage facilities will be located on the west side of the development, with runoff discharge being routed to Flat Creek. No stormwater runoff shall be diverted into any Lane County Public Works Facility, this will be included as an information item. Criterion met.

#### **G. Railroads.**

**FINDING:** No railroads are within or adjacent to the proposed development. Therefore, the criteria listed under JCMC 16.05.050(G) are not applicable.

**H. Partial Development. Where the partition or subdivision area includes only a part of the tract owned by the partitioner or subdivider, the planning commission may require a sketch of a tentative layout of streets in the remainder of said tract.**

**FINDING:** The applicant has submitted a PUD Master Plan Map covering all properties owned by the subdivider, outlining a preliminary layout of the proposed streets and properties. Staff find this criterion met.

**I. Recreational Area. The planning commission, after council approval first having been obtained, may require, as a condition of approval of the subdivision, either:**

- 1. The dedication of land for park and recreational purpose of an amount equal to a ratio of not less than one acre of recreational area to every 100 people of the ultimate population in the subdivision; or**
- 2. The payment to the city of a sum as established by the resolution adopting park systems development charges for each living unit permitted to be constructed within the subdivision. Payment of the charge shall be made at the time the building permit for construction of each living unit is issued by the city. The amount of the charge shall be that prescribed in the parks systems development resolution in effect at the time the individual permit is issued.**

**In exercising the discretion of requiring the dedication of land or the payment of money, the commission shall consider recreational needs of the ultimate population of the subdivision and the extent to which a dedication of land under the above rate would fulfill those needs.**



**All moneys received from the above provision shall be deposited in the recreational reserve area fund and shall be expended from that fund for the purpose of purchasing recreational land and making improvements thereof.**

**FINDING:** The applicant will provide the required land for park and recreational purposes. Ownership of the park land will be transferred to the City. The preliminary plan for parks and recreational spaces was approved by Planning Commission as part of the Stage 2 PUD approval process.

The amount of parks and open space were found to be met during this Stage 2 PUD approval process and as a condition of approval for tentative PUD approval, the City dictated that the space available for parks and recreational areas shall not decrease from what was approved during Stage 2. Staff's review of the proposal and by looking at the proposed Final PUD map, finds the parks and recreational space remains as was approved during Stage 2.

Related to Phase 1 tentative approval of the subdivision, there will be development and improvement of a 0.22-acre park located near the southwestern corner of Phase 1. Ownership of the Phase 1, 0.22-acre park shall be transferred to the City at the time of Final Plat recording for Phase 1. Additionally, there will be enhancement of the wetland area located to the west, complete with a pedestrian recreational walking/running path. The parks and open space for Phase 1 of the subdivision, will be fully completed by the time the applicant submits for final plat approval for Phase 1 of the subdivision. The applicant has submitted a landscaping and parks improvement plan, as seen as **Attachment K** in this staff report.

**J. Building Lots Filled. All building lots shall be filled in accordance with accepted engineering practice. All fill shall be placed in accordance with Chapter 70 of the Oregon Structural, Specialty and Fire and Life Safety Code.**

**FINDING:** The applicant states that all lots requiring fill will be done so in accordance with accepted engineering practices including property compaction and structural fill requirements. Prior to earth-moving activities, the applicant shall submit building fill plans that are in accordance with accepted engineering practice and Chapter 70 of the Oregon Structural Specialty and Fire and Life Safety Code, to the City Engineer, or his or her designee, for review and approval. Staff finds this criterion is conditionally approved and can feasibly be met by the applicant.

**Condition of Approval #6:** Prior to earth-moving activities on lots requiring fill, the applicant shall submit engineering plans for the placement of fill to the City Engineer, or his or her designee, for review and approval.

**K. Finish Floor Elevations. Finish floor elevations shall be established for all buildings on the final plat in accordance with elevations established by and for the city of Junction City.**

**FINDING:** Prior to final plat approval, the applicant shall submit, to Planning Commission, the final plat for Phase 1 of the subdivision establishing finished floor elevations for all buildings in accordance with the elevations established by and for the City of Junction City. Plans shall be reviewed by the Planning Commission, as part of a TYPE I final plat approval process. Staff find this criterion conditionally met.

**Condition of Approval #7:** Prior to final plat approval, the applicant shall submit the final plat, for review by the Planning Commission, as part of a TYPE I final plat review process, plans that establish finished floor elevations for all buildings, associated with Phase 1, in accordance with the elevations established by the City of Junction City.

**L. Utility Access. All accesses to utilities are to be brought to finish grade.**

**FINDING:** All utilities shall be designed and installed so that lids and risers are at finished grade, prior to the issuance of certificates of occupancy. Staff find this criterion conditionally met.

**Condition of Approval #8:** Prior to final plat approval, the applicant shall present evidence sufficient to Planning Commission, that all accesses to utilities are brought to finished grade so that lids and risers are at finished grade.

#### **16.05.070 Modification of provisions.**

The applicant has not requested any modifications under JCMC 16.050.070. Therefore, these criteria do not apply to the subdivision request. However, staff do point out that since the last time Planning Commission reviewed this proposal, the Phases of the PUD changed. The minor changing of which areas of the subject property developed first did not materially change the tentative PUD Stage 2 approval the applicant received.

#### **Conclusion and Recommendation**

Based on the findings, conclusions, recommendations, and conditions, as contained in this staff report, staff find the proposal for a 92-lot Phase 1 subdivision can be tentatively approved.

#### **Conditions of Approval:**

**Conditions of Approval #1:** Prior to final plat approval, the applicant shall deed to the City a piece of land 1-foot in width, extending the entire right-of-way, and show on the final plat, reserve strips at the phase line for the termination of streets associated with Phase 1.

Reserve Strips shall be under the jurisdiction of the City until such time tentative subdivision approval is granted to subsequent phases of the PUD.

**Condition of Approval #2:** Prior to final plat approval for Phase 1, the applicant shall install a street stub at the northly extension of Echo Mountain Road, where it intersects with 10<sup>th</sup> Ave and one street stub at the northly extension of Darlington Road, where it intersects with 10<sup>th</sup> Ave. Presence of these two street stubs shall be shown on the final plat.

**Condition of Approval #3:** Prior to final plat approval for Phase 1 of the subdivision, the applicant shall present to Public Works a city street naming convention, consistent with adopted naming standards. The street in question that does not conform to standards is Lucia Avenue. Staff note Lucia Avenue may not be the only street that ends up getting renamed in this process. Any changes to street names shall

concurrently be reflected on the operating Final PUD Master Map.

**Condition of Approval #4:** Prior to final plat approval for Phase 1 of the subdivision, the applicant shall submit evidence, to the Planning Commission, showing the two pedestrian walkways located between lots 85 and 86 and adjacent to lot 78 are not less than 10 feet in width.

**Condition of Approval #5:** Prior to final plat approval, the applicant shall show all easements for utilities on the final plat and provide proof of dedication for all easements.

**Condition of Approval #6:** Prior to earth-moving activities on lots requiring fill, the applicant shall submit engineering plans for the placement of fill to the City Engineer, or his or her designee, for review and approval.

**Condition of Approval #7:** Prior to final plat approval, the applicant shall submit the final plat, for review by the Planning Commission, as part of a TYPE I final plat review process, plans that establish finished floor elevations for all buildings, associated with Phase 1, in accordance with the elevations established by the City of Junction City.

**Condition of Approval #8:** Prior to final plat approval, the applicant shall present evidence sufficient to Planning Commission, that all accesses to utilities are brought to finished grade so that lids and risers are at finished grade.

**Condition of Approval #9:** Creation of the Homeowners Association documents shall be created and recorded at the same time as recordation of the final plat of each Phase.

**Condition of Approval #10:** Prior to final plat approval, applicant shall obtain a sign permit for the entry sign associated with Phase 1 subdivision development. Entry sign shall be in place by time of final plat approval for Phase 1 of the subdivision.

**Condition of Approval #11:** Prior to earth-moving activities for lots 7,8 and 18, the applicant shall receive concurrence from DSL on an approved wetland delineation and obtain all necessary wetland development permits.

**Condition of Approval #12:** Entry Sign for Phase 1 of the subdivision is to be in-place before final plat approval of Phase 1 of the subdivision.

**Condition of Approval #13:** Prior to final plat approval, Parks and Open Space related to Phase 1 subdivision development shall be fully completed.

**Condition of Approval #14:** The applicant shall comply with the recommendations of the Lane County Surveyor's Office, dated September 16, 2020. The Comments from the Surveyor's Office is included in this staff report as **Attachment N**.

## **Attachments**

**Attachment A** - Rolling Meadows-Phase 1 Staff Report (File # SUB-20-26) (this staff report)

**Attachment B** - Rolling Meadows-Phase 1 Proposed Final Order (File # SUB-20-26)

**Attachment C** - Rolling Meadows PUD Final Approval Staff Report (File # SUB-20-27) (not discussed in this staff report. The Final PUD approval is a separate agenda item.)

**Attachment D** - Copy of Rolling Meadows PUD Preliminary Approval - Signed Final Order (PUD-19-01)

**Attachment E** - Copy of the Public Hearing Notice dated September 30, 2020

**Attachment F** - Applicant's Submittal Materials

**Attachment G** - City DSL Wetland Notice

**Attachment H** – Proposed Final PUD Master Map

**Attachment I** – Easement Requirements

**Attachment J** – Phase 1 Subdivision Tentative Map

**Attachment K** – Landscape and Wetland Enhancement Plan

**Attachment L** – Stormwater Plans Reviewed

**Attachment M** – Public Comments Received

**Attachment N** – Referral Comments Received

**Attachment O** – Junction City Water District Comment

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**Informational Items and Actions Required by Applicant:**

All future development and proposed uses shall comply with the nuisance provisions set forth under the JCMC.

Preliminary Subdivision Plan for Phase 1 approval is subject to the review, comments and conditions of all affected agencies, including: Lane County, State of Oregon, Junction City School District, Junction City Water Control District, Junction City Fire District, and all applicable Federal agencies.

For more information regarding Lane County Facility Permits, please contact Lane County Right-Of-Way Services at 541-682-6902 or visit: <http://www.lanecounty.org/Departments/PW/Engr/RightofWay/Pages/rowpermits.aspx>

No stormwater runoff shall be diverted into any Lane County Public Works Facility.

Entry Sign for Phase 1 of the subdivision is to be in-place before final plat approval of Phase 1 of the subdivision.

Development on Lots 7, 8 and 18 in Phase 1 of the subdivision contain a wetland and a permit from DSL is required for development on these lots.

All parks are to be completed prior to final subdivision plat approval for the phase in which park is located.

All future Phases of the Rolling Meadows PUD shall be reviewed by Planning Commission for tentative subdivision approval.

Comment from Junction City Water Control District - Any stormwater draining into Junction City Water Control drainage ways MUST be reviewed by EGR at the developer's expense.  
For more information from the Junction City Water Control District contact Todd Monroe at 541-998-3223, or [jcwatercontrol@yahoo.com](mailto:jcwatercontrol@yahoo.com)